

Fig. 1

ETRAV Workstation Login

Username:

Password:

Fig. 2

50

60a



Welcome to the eTrav.com Workstation.

This role-based management workstation is designed to bring online, and help make more efficient, eTrav's business process. An Intranet/Extranet database application, it is used to collect and manage Journey information, while presenting a logical and consistent path throughout the eTrav Journey managing process.

eTrav Workstation is designed to be used with Microsoft Internet Explorer 5.01 or above.

- **Journey Maker**

The Journey Maker is used to assemble entire Journeys using the pieces created in the Content Manager. These pieces may also be created in the Journey Maker. The Journey creation process follows a pre-defined path, called a *wizard*, for ease of use. This workstation automates the creation of a Journey, and the simultaneous creation of a unique and dynamic Journey Website, accessible through password authentication over the public Internet.

- **Content Manager**

The Content Manager is a data entry tool used to add, modify, and delete disparate Couriers, Vendors, Travelers, Itineraries, Core Days, Services, Locations, and Group Leaders, the units that make up a Journey.

- **Operations Manager**

The Operations Manager, to be added in the next phase, is a services management tool.

- **Administrator Manager**

The Administrator Manager allows the administrator to create, modify, and assign workstation user roles.

- **Reports**

The Reports Module permits access to view and print various reports.

- **Log Out**

Click on this link to log out.

Fig. 3

60

Journey Search

Search for a Journey using any number of the following parameters. If you know the Journey is not in the database, click the following button

Create a New Journey

70A

Journey Name:

Location:

Dep. Date Range: to

Group Type:

Price Range (US\$):

Find

Fig. 4

70

Journey Details

Journey Name:

Journey Login Code:

Journey Summary:

Departure Date:

Departure City:

Arrival Date:

Arrival City:

Return Date:

Return City:

80A

Journey Status:

Preferred Price Range:

Lockout Period Date:

Full Payment Due Date:

Update Bulletin (if any):

Bulletin Text:

Fig. 5

80

80C

Previous **Next**

Page 1 of 4

Fig. 5b

Journey Travelers

Select Type of Group: Adults

Projected # of Group Leaders: 2

Actual # of Group Leaders: 1

Cancelled # of Group Leaders: 1

Projected # of Asst. Leaders: 2

Projected # of Travelers: 30

Actual # of Travelers: 1

Cancelled # of Travelers: 1

Maximum # of Travelers: 35

Total # Paying Travelers: 1

Requested # of Airline Seats: 1

Confirmed # of Airline Seats: 1

Requested # of Land Places: 1

Confirmed # of Land Places: 1

Previous Next

Page 2 of 4

Fig. 6

90

Show Audit History

Journey Requests

Air Preference:

Land Preference:

Overnights:

Hotels and Flights:

Hotel Information:

Flight Information:

Courier:

First Name:

Last Name:

Area of Expertise: Select a Location

Fig. 7

100

Show Audit History

System Calculations and Stipulations

Projected # of Travelers: 30

Budgeted Cost For Air: \$ 0

Budgeted Cost For Land: \$ 0

Total Budgeted Costs: \$ 1609

Tax: \$ 87

Registration Fees: \$ 95

Other: \$

Total Required Fees: \$ 182

Enrichment Fee: \$

Margin: \$

Traveler Price: \$ 100.3 Calculate

Projected # of Group Leaders: 1

One Free Fare: 0

Pro-Rate: \$

Enrichment Fee: \$

Group Leader Stipend: \$ 2030

Group Leader Experience Bonus: \$ 0

Group Leader Incentive: \$

Margin: \$

Group Leader Price: \$ Calculate

Previous
Finish

Page 4 of 4

Audit

Fig. 8

← 110

← 100a

Journey Maker Content Manager Operations Manager Admin Manager Reports

Bahama Bounty Journey 3

- Itinerary
- Group Leader
- Asst. Group Leader
- Couner
- Travelers
- Enrollment
- Group Extras
- Journey Constraints
- Optional Services
- Journey Search

Journey Details

Journey Name: Bahama Bounty

Journey Login Code: etrevjourney69

Journey Summary: Itinerary for printing.

Departure Date: 01/31/2001 mm/dd/yyyy

Departure City: New York City, USA

Arrival Date: 01/31/2001 mm/dd/yyyy

Show Audit History

Fig. 9

120

Journey Maker Content Manager Operations Manager Admin Manager Reports

Treasures of France Journey 3

- Itinerary ← 130a
- Group Leader
- Asst. Group Leader
- Couner
- Travelers
- Enrollment
- Group Extras
- Journey Constraints
- Optional Services
- Journey Search

Find an Itinerary to assign to the Journey using any or all of the following parameters. If you know the Itinerary is not in the database, click the following button:

Create a new Itinerary ← 130c

Itinerary Name:

Trip Length (Days): All

Price Range (US\$): All

Location 1: Select a Location

Location 2: Select a Location

Location 3: Select a Location

Find

130b

Fig. 10

130

Journey Maker Content Manager Operations Manager Admin Manager Reports

Treasures of France Journey 3

- Itinerary
- Group Leader
- Asst. Group Leader
- Couner
- Travelers
- Enrollment
- Group Extras
- Journey Constraints
- Optional Services
- Journey Search

You are creating a new Itinerary

Name:

Description:

Departure City: Select a Location

Location 1: Select a Location

Location 2: Select a Location

Location 3: Select a Location

Price \$: 00.00

Main Journey Image: Browse

Main Itinerary Image: Browse

Fig. 11

140

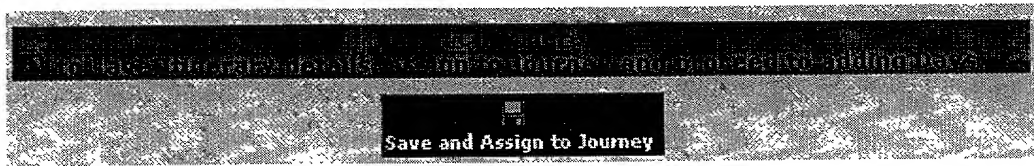
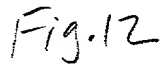
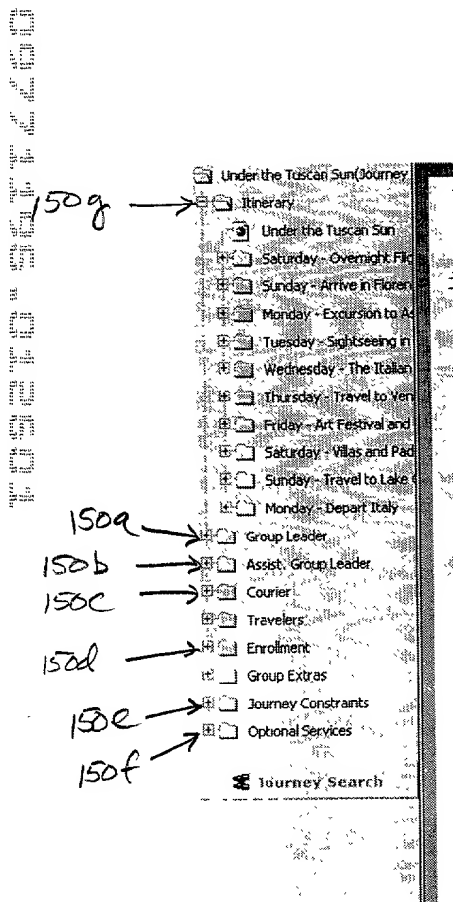


Fig. 11b.



← 150

Edit an Itinerary Show Audit History

You are editing an Itinerary

Name: Under the Tuscan Sun

Description: Alfred and Kitty Savia invite you to join their second Italian tour. By next year, the crowds of Millenium and Jubilee tourists should have

Departure City: Indianapolis,USA

Location 1: Florence,Italy

Location 2: Venice,Italy

Location 3: Verona,Italy

Price \$: 0

Main Journey Image:

Fig.13

←/60

Main Itinerary Image:

Itinerary Image 2:

Itinerary Image 3:

Fig.14

Itinerary Day List:

Day	Move	Name	Type	Price	Delete
1	↕	Saturday - Overnight Flight	CustomDay	\$0	🗑️
2	↕	Sunday - Arrive in Florence	CustomDay	\$0	🗑️
3	↕	Monday - Excursion to Assisi	CustomDay	\$0	🗑️
4	↕	Tuesday - Sightseeing in Florence or Optional Excursions to Hill Towns	CustomDay	\$0	🗑️
5	↕	Wednesday - The Italian Riviera	CustomDay	\$0	🗑️
6	↕	Thursday - Travel to Venice	CustomDay	\$0	🗑️
7	↕	Friday - Art Festival and Sightseeing in Venice	CustomDay	\$0	🗑️
8	↕	Saturday - Villas and Padua	CustomDay	\$0	🗑️
9	↕	Sunday - Travel to Lake Como	CustomDay	\$0	🗑️
10	↕	Monday - Depart Italy	CustomDay	\$0	🗑️

Click here to save Itinerary details and proceed to adding Days.

Save Now Unassign from Journey Save as Classic Itinerary Audit

Fig. 15

170

Show Audit History

You are editing a Day

Name: Saturday - Overnight Flight

Description: We connect to Indianapolis on Saturday, June 23rd and fly overnight to Florence.

Overnight City: Overnight Flight

Budgeted Cost: \$0 (numeric only)

Add New Links:

Link Name	URL	Add
		+

Click here to save Day details and proceed to adding Services.

Save New Unassign from Itinerary Save as Core Day Audit

Fig. 16

Click here to save Day details and proceed to adding Services.

Fig. 16 b

170a

You are creating a new Service.

Service Overview:

Description:

Category:

SubCategory:

Class:

Location:

Season:

Budgeted Cost:

Image:

Fig. 17

← 180

Itinerary => Day =>
Click on the link to go back to the Day Detail page.
[Back to Day Detail Page](#)

Find a Service to add to the Day using any or all of the following parameters. If you know the service is not in the database, click the following button:

[Create a new Service](#)

Service Name:

Category:

SubCategory:

Class:

Location:

Fig. 18

← 190

Itinerary => Day =>
Click on the link to go back to the Day Detail page.
[Back to Day Detail Page](#)

Find a Service to add to the Day using any or all of the following parameters. If you know the service is not in the database, click the following button:

[Create a new Service](#)

Service Name:

Category:

SubCategory:

Class:

Location:

Fig. 19

← 195

Chat, Audit History

You are editing a Group Leader

Group Leader First Name: Bob

Group Leader Middle Initial:

Group Leader Last Name: Gehring

Biography: Dr. Gehring teaches at the University of Southern Indiana.

Level of Experience: Standard

Travel History: Dr. Gehring loves to travel.

Group Leader Type: Assistant (in active journey)

Referred By: Sheila

Mentor Request: Yes No

Group Type: Adults

Fig. 20


← 200

Journey Maker: Journey Manager, Group Manager, Account Manager, Log Out

Peruvian People/Journey Summary

- Itinerary
- Group Leader
 - Primary
 - Assoc. Group Leader
- Coupons
- Travelers
- Enrollment
- Group Extras
- Journey Constraints
- Optional Services
- Journey Search

Answer to Secret Question: adler

Photo: 

Browse

Fig. 21

← 205

Enrollment Information

Enrollment Charges (USD)	Enrollment Dates
If Over 25, Adult Surcharge: 0	Date of Early Enrollment 1: 08/15/2000
Early Enrollment Credit 1: 0	Date of Early Enrollment 2: 11/15/2000
Early Enrollment Credit 2: 0	Date of Early Enrollment 3: 11/15/2000
Early Enrollment Credit 3: 100	
Late Enrollment Surcharge: 100	

Save Now

Fig. 22

← 210

Enrollment Constraints

Specify enrollment Constraints. Choose a method of constraining enrollment by selecting a radio button on the left:

☐ Open Enrollment - Anyone can register.

☒ Yes / No Prerequisite - Enter Question:
(This question must be worded in such a way that only a "Yes" response will permit the applicant to enroll)

Have you spoken to Dr. Gehring about signing up for this trip?

Save Now

Fig. 23

← 220

Optional Services Assigned to the Journey

Name	Description	Price	Lockout Date	Options
Insurance	Travel Protection Plan	\$70	J6/11/2001	Not Valid

Template Optional Services

Name	Description	Price	Lockout Date	Location	Alternate Date	Options
Alternate Departure City		\$0		Select a Location	Not Valid	
Alternate Foreign Return City		\$0		Select a Location	Not Valid	
Extended Stay		\$125		Not Valid		
No Airfare		\$0		Not Valid	Not Valid	
Stay Upgrade-Double		\$18		Not Valid	Not Valid	
Stay Upgrade-Single		\$60		Not Valid	Not Valid	
Stay Downgrade-Triples		\$10		Not Valid	Not Valid	

Create new Optional Service

Name	Description	Price	Lockout Date	Options
		\$0		

*: If applicable

Fig. 24

230

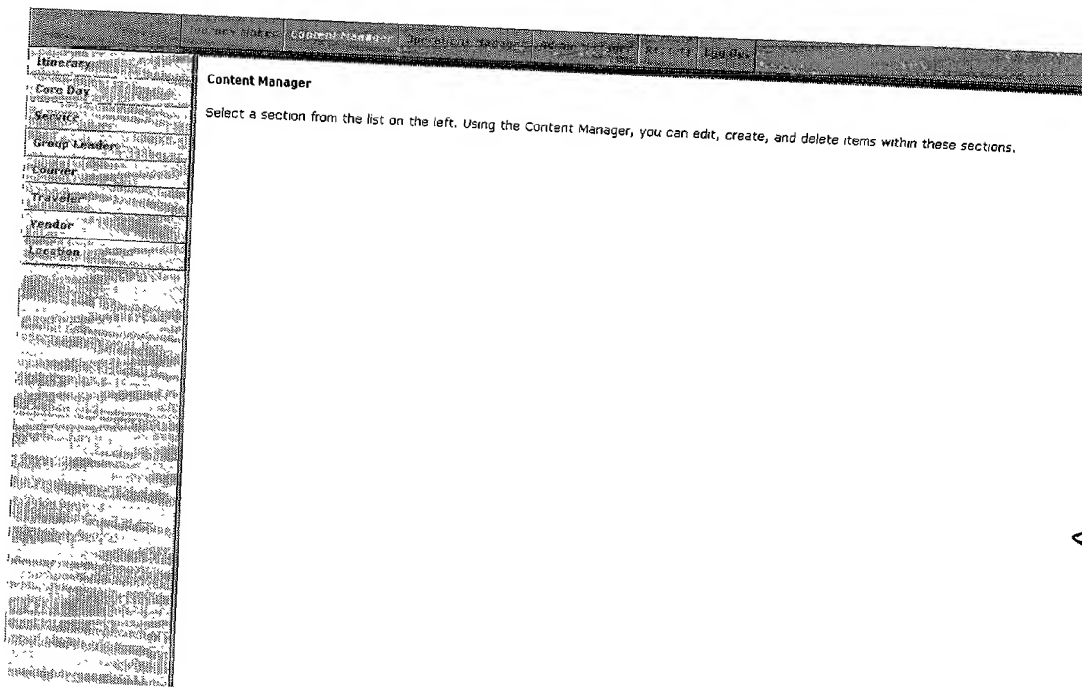


Fig. 25

← 240

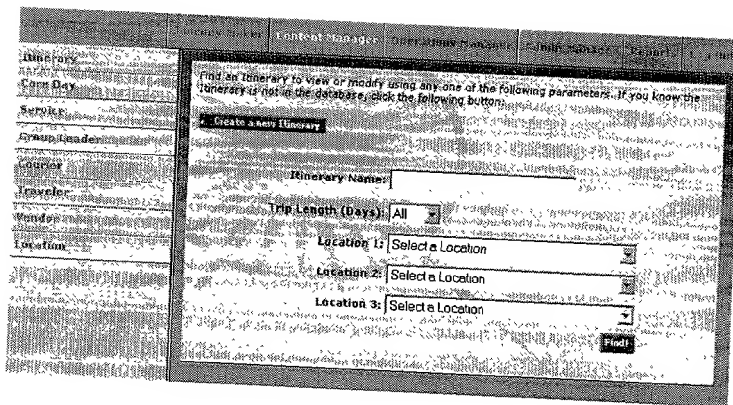


Fig. 26

← 250

Services Search Results List Select a service using the radio buttons on the left. Then, perform an action using the bottom buttons.

Didn't find what you are looking for?

[Toggle Service Search](#)

[Create Booking Record](#)

Service Name Click to View	Date	Status	Category	Subcategory	Class	Journey Name	Travelers	Budgeted Cost	Location
<input type="checkbox"/> Hotel Bed Breakfast (Half Pension) - HB Paris - Standard	05/01/2000	Needed Accommodation		Hotel Bed Breakfast (Half Pension)	Standard	Paris Avec Nos Amis	9	42.05	Paris, France
<input type="checkbox"/> Airport to Hotel by Transfer Bus (26-46 pax) - TFS A - Madrid - Normal	03/19/2001	Needed Local Transfer		Airport to Hotel by Transfer Bus (26-46 pax)	Normal	Capitcho Arabel	25	6.54	Madrid, Spain
<input type="checkbox"/> Hotel Bed Breakfast (Half Pension) - HB Toluca - Standard	03/19/2001	Needed Accommodation		Hotel Bed Breakfast (Half Pension)	Standard	Capitcho Arabel	25	36	Toledo, Spain
<input type="checkbox"/> Airport to Hotel by Transfer Bus (26-46 pax) - TFS A - Madrid - Normal	07/06/2000	Needed Local Transfer		Airport to Hotel by Transfer Bus (26-46 pax)	Normal	This is a test	10	6.54	Madrid, Spain
<input type="checkbox"/> Hotel Bed Breakfast (Half Pension) - HB Toluca - Standard	07/06/2000	Needed Accommodation		Hotel Bed Breakfast (Half Pension)	Standard	This is a test	10	36	Toledo, Spain
<input type="checkbox"/> Hotel Bed Breakfast (Half Pension) - HB LON, London - Standard	01/01/2001	Needed Accommodation		Hotel Bed Breakfast (Half Pension)	Standard	* European Odyssey	15	49.19	London, Great Britain
<input type="checkbox"/> Airport to Hotel by Transfer Bus (26-46 pax) - TFS A - London - Normal	01/01/2001	Needed Local Transfer		Airport to Hotel by Transfer Bus (26-46 pax)	Normal	* European Odyssey	15	11.62	London, Great Britain
<input type="checkbox"/> Airport to Hotel by Transfer Bus (26-46 pax) - TFS A - Madrid - Normal	06/10/2001	Needed Local Transfer		Airport to Hotel by Transfer Bus (26-46 pax)	Normal	Arabel	25	6.54	Madrid, Spain

[Create Booking Record](#)

Fig 27

← 260

[Home](#)
[Contact Us](#)
[About Us](#)
[Admin Manager](#)
[Reports](#)
[Logout](#)

User Search

Search for users using any number of the following parameters or:

[Create a New User](#)

User ID:

User First Name:

User Last Name:

User Role: Select a User Role

[Find](#)

Fig. 28

← 270

[Home](#)
[Contact Us](#)
[About Us](#)
[Admin Manager](#)
[Reports](#)
[Logout](#)

Reports

Select a report from the list on the left. Using the Reports Section, you can view and print reports within these sections

[Waiting List](#)
[Forming List](#)
[Operations](#)
[Land Service](#)
[Day by Day](#)
[Ticketing List](#)
[Air Service](#)

280A →

Fig. 29

← 280

00744360050

Operations Report Mon Nov 13 12:43:50 2000

Selects

Start Date: 12/1/00 (mm/dd/yyyy)

End Date: 7/1/01 (mm/dd/yyyy)

Location: All

Group Leader Last Name: []

US Departure City: All

Power: [] Details: []

12/14/2000 - 01/02/2001

Group Leader	Journey Name	Journey Code	Journey Status
Car, Rick, Barbara	25 Adult	Wah001	00966

USA: London, Great Britain

IAC: London, Great Britain

IDC: London, Great Britain

Overnights: London(7)

Fees: \$1595 Adult, \$1510 Student

GL Traveler: Journey Director: To be assigned

Projected: 3 35 Group Type: Mixed

Actual: 2 17 1/2 Max Travelers: 40

Group NAF: ALT/EXT Waitlisted: Total Conf

Air: 15 0 0 0 0

Air Preferences: HK25/CO Internal Flight: F

Land: Adults Students Waitlisted Total Conf

Land Preferences: want the National Theatre

Journey Director Preferences:

Fig.30

← 290

Operations Report Mon Nov 13 12:43:50 2000

Selects

Start Date: 12/1/00 (mm/dd/yyyy)

End Date: 7/1/01 (mm/dd/yyyy)

Location: All

Group Leader Last Name: []

US Departure City: All

Power: [] Details: []

06/07/2001 - 06/20/2001

Group Leader	Journey Name	Journey Code	Journey Status
VanVliet, Marc	25 Adult	Wah001	00966

USA: Detroit, USA

IAC: Madrid, Spain

IDC: Malaga, Spain

Overnights: Segovia(2), Madrid(2), Toledo(1), Seville(2), Granada(1), Almunecar(4)

Fees: \$2945 Adult, \$2679 Student

GL Traveler: Journey Director: To be assigned

Projected: 3 25 Group Type: High School

Actual: 1 18 Max Travelers: 25

Group NAF: ALT/EXT Waitlisted: Total Conf

Air: 12 0 0 0 0

Air Preferences: HK20/NW Internal Flight: F

Land: Adults Students Waitlisted Total Conf

Land Preferences: Theater: Train

Journey Director Preferences:

Totals: Number of Groups: 232

GL Traveler Confirmed

Projected: 536 5274 Air: 3897

Actual: 364 2696 Land: 804

Fig.31

← 300

SEARCHING LIST	Select:		Day-by-Day Report		Mon Nov 13 12:49:03 2000	
Specimen No.	Start Date: 1/1/2000					
Lab Service	End Date: 1/7/2001					
Day by Day	Location:		Or			
TRAINING LIST	Submit		Print All			
REG SERVICE						

☐ Print ☐ Edit ☐ Delete ☐ Search ☐ History ☐ Reports ☐ Logout

Day-by-Day Report

Mon Nov 23 12:45:48 2003

Search

Start Date:
 End Date:
 Location:

Report Data:

Journey Name	City	Group Leader	Assistant G/L	Travelers	2D Name	Notes Info	Group	Trav	Adults
Paris Aves Nos Amis	Paris	(Bakalashina, Mari)		1	(Bourhim, Amale)	Hotel Beauvilliers // Rue Viala 19 07 7015 Paris // Telephone 011 33 1 45 78 40 78 / Fax 011 33 1 45 78 40 78	Group	Trav	Adults


Overnight flight from the United States. Dulles Airport is a great place to start your adventure in Paris, watching the sun to arrive two hours before flight time so that you can relax and enjoy yourself before the flight.

Journey Name	City	Group Leader	Assistant G/L	Travelers	2D Name	Notes Info	Group	Trav	Adults
Paris Aves Nos Amis	Paris	(Bakalashina, Mari)		1	(Bourhim, Amale)	Hotel Beauvilliers // Rue Viala 19 07 7015 Paris // Telephone 011 33 1 45 78 40 78 / Fax 011 33 1 45 78 40 78	Group	Trav <td>Adults</td>	Adults


Arrive in Paris and there is a lot to see, hear and take a walk around the Seine, and make your way to Notre Dame. Be sure to take a cruise on the Seine. Meet a member of our staff in your hotel lobby at 7:30 this evening, your guide will feel good tonight.

Journey Name	City	Group Leader	Assistant G/L	Travelers	2D Name	Notes Info	Group	Trav	Adults
Paris Aves Nos Amis	Paris	(Bakalashina, Mari)		1	(Bourhim, Amale)	Hotel Beauvilliers // Rue Viala 19 07 7015 Paris // Telephone 011 33 1 45 78 40 78 / Fax 011 33 1 45 78 40 78	Group	Trav	Adults


Get ready with your guide at 9:30 this morning for a walking tour around the Ile de la Cité. You will especially enjoy the Medieval architecture in the Musée Clévy. You are free the afternoon to journey to the top of the Eiffel Tower and visit the tower. You will have dinner in a restaurant.



Your Journey Begins
 Here.



Your Journey Begins
 Here.



Your Journey Begins
 Here.

(Please login.)

Informable journeys start with just one step. Please enter your login information in the spaces on the right, and let your journey begin.

New information and details will be added as your departure date grows nearer, so please check back frequently. Additional information will be posted for your friends and family while you are abroad.

Happy Traveling!

Please Login

Journey Code:

(This is the code that was given to you by the Group leader.)

Username: Guest

(If you have not yet registered, use "Guest" as your Username.)

Password:

(Guests do not need to enter a password.)

OurJourney | Itinerary | RegisterOnline | ContactUs | InsuranceInfo | TravelResources

OurJourney Courier Group Leader Group Resources

OurJourney: Cuba: Exploration and Rediscovery

Welcome, Guest

- Register for this Journey online and receive a free phone card! Registering is easy!
- Click here if you have already registered and would like to login.

Special Bulletin:
A bulletin from eTravel: Breakfasts are provided every day during the trip. You will be free for lunches and dinners, so that you will have the opportunity to sample local restaurants as well as "home style" cooking at Batafars.

Itinerary Overview

Departure City: Boston, USA
Departure Date: 10/27/2000
Return Date: 11/04/2000
Duration: 9 Days

Base Costs

Adult Program Fee: \$2399
Tax: \$87
Registration Fee: \$95

Cuba: Exploration and Rediscovery

Summary: While much of the forty-year-old economic blockade remains in place, the longstanding cultural blockade is lifting. US policy is now encouraging cultural visits and exchanges. This "people to people" program is sponsored by the Massachusetts Foundation for the Humanities. It provides a unique opportunity to explore this amazing country, and to build a bridge of understanding with its people.

Exploring Cuba: Exploration and Rediscovery.

- Who's going to take you from place to place? Meet your Courier.
- Guess what? There's a page on this site devoted entirely to your Group leader(s).

[View Itinerary](#)




Fig. 35

390

The screenshot shows the eTrav.com registration interface. At the top, there is a navigation bar with links: [Our Journey](#), [Itinerary](#), [Register Online](#), [Contact Us](#), [Insurance Info](#), and [Travel Resources](#). Below this is a banner for "Register Online". A progress bar indicates seven steps: Step 1: Select Age Group (active), Step 2: Create My Account, Step 3: Confirm My Account, Step 4: Accept Terms and Conditions, Step 5: Accept Release Form, Step 6: Select Journey Options, and Step 7: Make Payment. The main heading is "Step 1: Select Age Group". Below it, a welcome message states: "Welcome to the eTrav online registration process. Please follow the easy seven-step registration process to join this journey." The registration form is titled "eTrav.com Registration:". It features a small image of a train on the left and a registration form on the right. The form asks "To begin, please tell us the following:" and includes a dropdown menu for "Age Group" with "Under 21 years" selected. A "Continue >>" button is at the bottom of the form. A text box on the left of the form says: "Register for this Journey online and receive a free phone card for use".

Step 1: Select Age Group

Welcome to the eTrav online registration process.
Please follow the easy seven-step registration process to join this journey.

eTrav.com Registration:

To begin, please tell us the following:

Age Group:

Register for this Journey online and receive a free phone card for use

Fig.36

350

Login Information

Please enter your personal login information. This will be your username and password for all future logins and should not be shared with any unauthorized persons.

Username:

Password:

Password Reminder:

Choose a question to which only you know the answer, and that has nothing to do with your password. If you forget your password, we'll verify your identity by asking you what your secret question was, and its answer. If you provide the information correctly, we'll give you a Password Reminder.

Secret Question: What are the last 4 digits of your social security number?

The Answer:

Account Information (Required information is in bold)

Traveler Prefix: Mr

First Name:

Middle Initial:

Last Name:

Address Line 1:

Address Line 2:

City:

State/Province:

Zip Code:

Country: USA

Email Address:

Home Phone #: (include area code)

Work Phone #: (include area code)

Sex: ☐ Female ☐ Male

Date of Birth: (mm/dd/yyyy)

Billing Address (Required information is in bold)

Same as above: ☐

(If not, please fill in the following billing information)

Billing Address Line 1:

Billing Address Line 2:

City:

State/Province:

Zip Code:

Country: USA

Fig. 37

360

Credit Card Information

If you wish to make an on-line payment via credit card, please fill in the following information. Your credit card will not be charged until you authorize us to do so at the end of your registration process. On-line payments are processed via the Cyber Cash system through a secure server directly to the eTravel Escrow Account at Citizen's Bank of Boston.

Credit Card Holder's Name: (as written on card)

Credit Card Type: Select a Card

Credit Card Number: (without the spaces)

Expiration Date: (mm/yy)

Traveling With a Spouse?

If you are traveling with your spouse, please enter the following information. Please note that your spouse must also complete the registration process.

Spouse's First Name:

Spouse's Last Name:

Emergency Contact Information

This is only required if under 18 years of age, but it is helpful to us if everyone completes this section.

Emergency Contact First Name:

Fig. 38

370

Step 3: Confirm My Account

Thank you for completing Step 2, Gregory. Please confirm the accuracy and completeness of your account information below.

Please Note:

- Upon return to etravjourneys.com, enter your Journey Code, your Username (not "Guest") and your Password. Your username is **gsreich**.
- You may view or modify your account information under the section **My Account**.

Account Information for 'gsreich'

[Click here to make modifications.](#)

Traveler Name: Mr. Gregory's Reich

Address: Ocean View Dr

Dorchester, MA 02119
USA

Billing Address: Ocean View Dr

Dorchester, MA 02119
USA

Email Address: gsreich@hotmail.com

Home Phone #: 617-740-8330

Work Phone #: 617-740-8330

Organization:

Sex: Male

Date of Birth: 09/14/1976

Traveler Type: Student

Prior eTrav

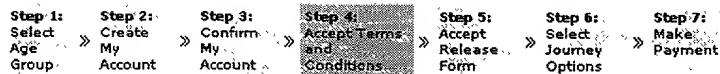
Experience:

To proceed to Step 4,
please click here:

[Continue >>](#)

Fig. 39

380



Step 4: Accept Terms and Conditions

To print a copy of the eTrav Terms and Conditions for your records, click **File** and select **Print** from your web browser.

The following Terms and Conditions apply to all eTrav Journeys, and must be agreed to by every participant before registering.

Click 'Accept' to state that you have read, understood, accepted and agree to be bound by the eTrav Terms and Conditions and proceed to step 5. Click 'Decline' if you do not accept these terms. By doing so, you will not be able to complete the online registration process at this time.

Terms and Conditions

- [Departing From a Different US City](#)
- [Extending Your Stay](#)
- [Purchasing Your Own Airline Ticket](#)
- [Financial Security](#)
- [Airlines, Tickets and Luggage](#)

Fig. 40

390

Step 5: Accept Release Form (Student)

To print a copy of the eTrav Release for your records, click File and select Print from your web browser.

Click 'Accept' to state that you have read, understood, accepted and agree to be bound by the eTrav Release and proceed to step 6. Click 'Decline' if you do not accept these terms. By doing so, you will not be able to complete the online registration process at this time.

This Release is for use by those participants under 21 years of age. Before you may complete this registration, participants below age 21 must have a parent or legal guardian read and accept the eTrav Terms and Conditions and this Release. If you are 21 years of age or older, please go back to the first Registration screen and select the appropriate age category.

Release:

As proof of parental/guardian consent, eTrav requires one of the following:

(a) initial payment be made online at the conclusion of the registration process using a VISA or MasterCard issued in the name of your parent or guardian.

Or,

(b) a printed Registration Form signed by your parent or guardian be forwarded to eTrav with the initial payment. You may print a copy of the Registration Form at the conclusion of the online registration process for mailing to eTrav.

Fig. 41

← 400

Step 6: Select Journey Options

Below is a list of Journey Options available to individual travelers on this Journey. If you are interested in adding an option to your standard eTrav Journey, click "Select" beside the desired option's price.

Journey Options:

Miscellaneous Options:

<input checked="" type="checkbox"/> Insurance	Price: \$70	<input checked="" type="button" value="Select It"/>
Description: Travel Protection Plan		
<input checked="" type="checkbox"/> Tax Deductible Contribution	Price: \$100	<input checked="" type="button" value="Select It"/>
Description: The Massachusetts Foundation for the Humanities		

Alternate Departure Cities:

If you want to depart from a different location than the eTrav group, click the *Select It* button.

<input checked="" type="checkbox"/> Depart From Boston, USA	Price: \$190	<input checked="" type="button" value="Select It"/>
Description: Boston Gateway for departure and return		

Fig. 42

← 410

Your Selections:

You have not selected any options. Select options, or proceed by clicking the *Continue* button.

Click continue button when finished:

Confirm your selections and make a payment.

Congratulations. You have registered for this Journey!
You may now proceed to the Payment process. On this page, review and confirm your journey options and then select payment method.

Selected Options:


[<< Modify](#)

No optional services have been selected. To add optional services, click the *Modify* button.

Journey Price:	\$1989
Tax:	\$87
Registration Fee:	\$95
Options Total:	\$0
Total Cost:	\$2121
Other Credits:	\$0
Other Debits:	\$0
Amount Paid:	\$0
Current Balance:	\$2121
Select a Payment Method	
(We recommend you pay online by using our secure online payment option for MasterCard or Visa.)	
Pay Online >>	
(Use this button to print an invoice to mail to eTrav with your payment.)	
Print Bill	

Fig. 43

420



[Home](#) | [Itinerary](#) | [MyAccount](#) | [Contact Us](#) | [Insurance Info](#) | [Travel Resources](#)

Our Journey


[Courier](#) [Group Leader](#) [Group Resources](#) [Traveler List](#)

430a 430b 430c 430d

Itinerary

[Detailed Day-By-Day](#) [Hotels](#) [Flights](#)

"Applause!"



The museums and galleries of London rank amongst the finest in the world. The dynamic theater district offers a wide variety of world-famous performances. This, combined with excursions to Stonehenge, Bath, Salisbury, Stratford-upon-Avon, and Warwick, provides you with a wonderful introduction to London and its surroundings.

[Detailed Day-By-Day](#) | [Hotels](#) | [Flights](#)

[Print Itinerary](#)

Fig. 44

430

Applause!

1. **Day 1**
Overnight flight from the United States.
2. **Day 2**
Welcome to London, the cosmopolitan capital city of the United Kingdom. Meet your eTrav Journey Director. There is no time to lose for exploring this vast metropolis.
3. **Day 3**
A local guide will provide an exciting introduction to Europe's largest city. Highlights will include Trafalgar Square, the Houses of Parliament, Big Ben and an inside visit of the glorious St Paul's Cathedral. The tour will finish outside of Queen Elizabeth I's London residence in time for you to experience the pomp and ceremony of the Changing of the Guard. This evening enjoy a theater performance in the West End.
4. **Day 4**
A full day excursion to Neolithic Stonehenge, charming Bath, and Salisbury with its majestic cathedral. Back in London in time for dinner.
5. **Day 5**
Participate in a Shakespearean workshop at the Globe Theatre, a recreation of the theater where Shakespeare's plays were performed. This includes a tour followed by an interactive workshop with one of the Globe's own actors. This afternoon, why not cross the River Thames and visit the famous Tower of London? Count the ravens and marvel at the priceless splendor of the Crown Jewels. This evening enjoy your second theater performance.

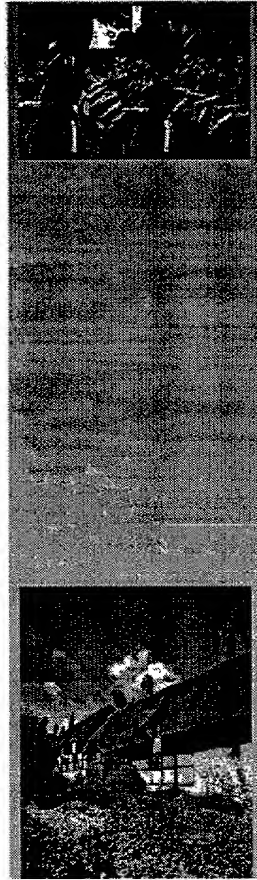


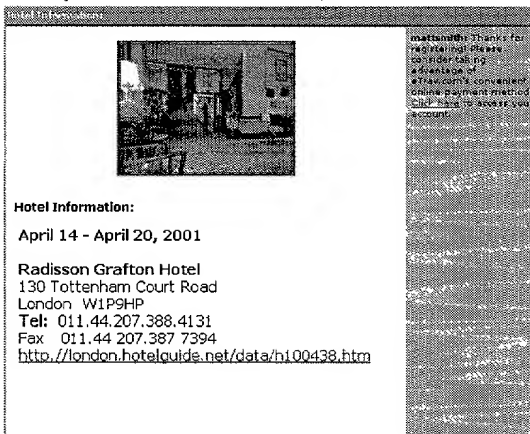
Fig. 45

← 440

Detailed Day-By-Day:	
Day 1: Overnight Flight Overnight flight from the United States. Web links: • Suggested Reading - England	Date: 4/13/2001 mathematix Thanks for registering! Please consider taking advantage of eTrav.com's convenient online payment method! Click here to access your account.
Day 2: Arrival in London Welcome to London, the cosmopolitan capital city of the United Kingdom. Meet your eTrav Journey Director. There is no time to lose for exploring this vast metropolis. Web links: • Map of London • Tube Map	Date: 4/14/2001
Day 3: Guided tour of London-Theater performance A local guide will provide an exciting introduction to Europe's largest city. Highlights will include Trafalgar Square, the Houses of Parliament, Big Ben and an inside visit of the glorious St Paul's Cathedral. The tour will finish outside of Queen Elizabeth I's London residence in time for you to experience the pomp and ceremony of the Changing of the Guard. This evening enjoy a theater	Date: 4/15/2001 Web links: • St Paul's

← Fig. 45b
450

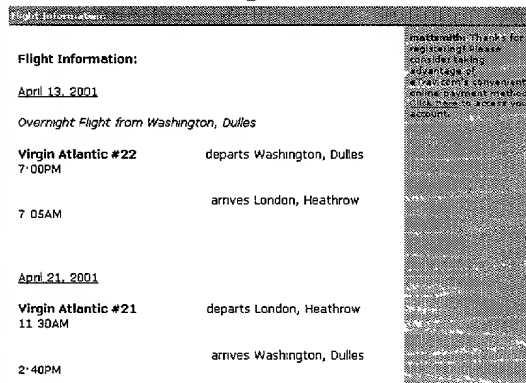
460 Fig. 45C



Hotel Information:
 April 14 - April 20, 2001
 Radisson Grafton Hotel
 130 Tottenham Court Road
 London W1P9HP
 Tel: 011.44.207.388.4131
 Fax: 011.44.207.387.7394
<http://london.hotelguide.net/data/hj00438.htm>

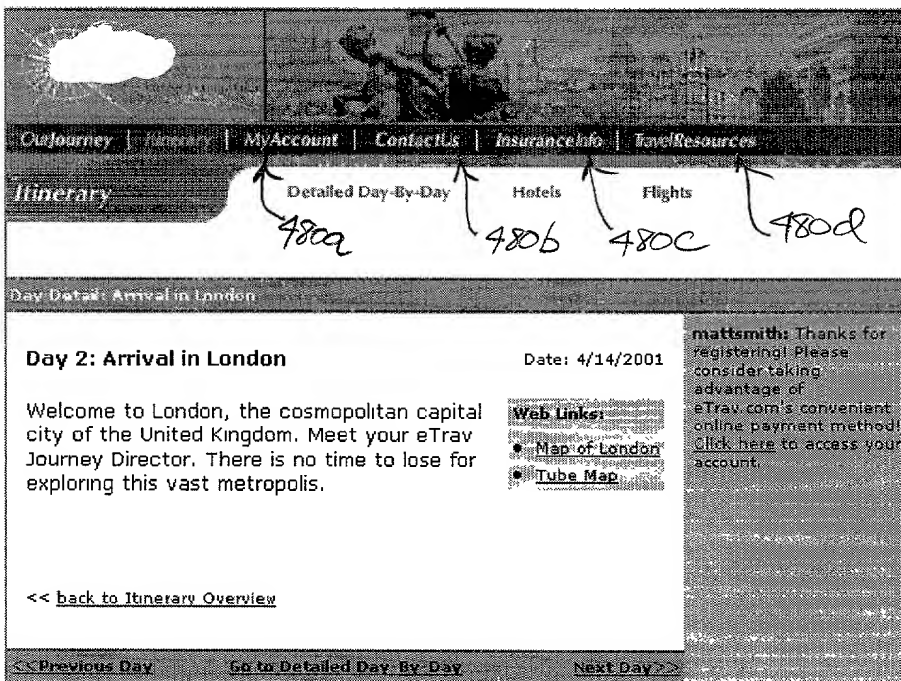
mattsmith: Thanks for registering! Please consider taking advantage of eTrav.com's convenient online payment method! Click here to access your account.

470 Fig. 45d



Flight Information:
 April 13, 2001
 Overnight Flight from Washington, Dulles
 Virgin Atlantic #22
 7:00PM
 departs Washington, Dulles
 arrives London, Heathrow
 7:05AM
 April 21, 2001
 Virgin Atlantic #21
 11:30AM
 departs London, Heathrow
 arrives Washington, Dulles
 2:40PM

mattsmith: Thanks for registering! Please consider taking advantage of eTrav.com's convenient online payment method! Click here to access your account.



Our Journey | Itinerary | My Account | Contacts | Insurance Info | Travel Resources

Itinerary
 Detailed Day-By-Day (480a) | Hotels (480b) | Flights (480c) | 480d

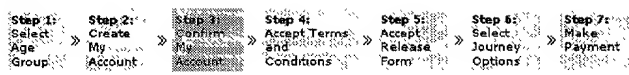
Day Data: Arrival in London
Day 2: Arrival in London
 Date: 4/14/2001
 Welcome to London, the cosmopolitan capital city of the United Kingdom. Meet your eTrav Journey Director. There is no time to lose for exploring this vast metropolis.
 Web Links:
 • Map of London
 • Tube Map
 << back to Itinerary Overview

mattsmith: Thanks for registering! Please consider taking advantage of eTrav.com's convenient online payment method! Click here to access your account.

<< Previous Day | Go to Detailed Day-By-Day | Next Day >>

Fig. 46

480



Step 3: Confirm My Account

Account Information for **mattsmith**

Click here to make modifications.

Traveler Name: Matt Smith

Address: Governor's School
109 Campus Drive
Alberta, VA 23821
US

Billing Address: P.O. Box 326
19524 Lundy's Rd
Dinwiddie, VA 23841
US

Email Address: mattsmith35@hotmail.com

Home Phone #: 804 469 3511

Work Phone #: 804 949 0069

Organization: Governor's School

Sex: Male

Date of Birth: 03/21/1974

Traveler Type:
Prior eTrav Experience

If you like, feel free to [contact us](#) for more information.

You may return to the [Our Journey](#) page by clicking the [Return](#) button.

[Return](#)

Fig. 47

← 490

[Our Journey](#) | [Itinerary](#) | [My Account](#) | [Insurance Info](#) | [Travel Resources](#)

Contact Us

eTrav is headquartered in Boston, Massachusetts. For more information, please contact us at:

Educational Travel Alliance (eTrav) Inc.
Statler Building - Suite 630
20 Park Plaza
Boston, MA 02116 USA

877-77-eTrav (toll free)
617-695-9099 (tel)
617-695-9899 (fax)
617-803-9284 (after hours emergencies)
info@etrav.com

eTrav West Coast
5615 W. Acoma Drive #33
Glendale, AZ 85306 USA
877-877-1862 (toll free)
602-564-8006 (fax)
hroughton@etrav.com

Travel with People you Know

Fig. 48

← 500

Insurance Info

Your ... Membership Fee includes **Health and Accident Insurance Coverage**. This insurance is in force during your eTrav trip when you board your flight from your eTrav departure city. eTrav also recommends that participants purchase the **Comprehensive Trip Coverage Plan**.

Health and Accident Insurance Plan

Benefits Included in Membership Fee:

- o Health/Accident Insurance Coverage Abroad up to \$5000.
- o Twenty-Four Hour Emergency Medical Assistance, Consultation and Monitoring.
- o Emergency evacuation where deemed necessary by the Emergency Medical Assistance Provider.
- o A one way economy ticket home in the event it is deemed necessary by the Emergency Medical Assistance Provider.
- o A roundtrip economy ticket will be provided to bring a family member to the bedside of a traveler less than 25 years of age in the event the need to be in the hospital for more than three days.
- o Twenty-Four Hour Emergency Assistance for Cash Transfers, Lost Documents, and Legal Assistance.

Comprehensive Trip Coverage Plan Cost: Year 2001 (\$70)

Medical Cancellation Insurance

Waiver of the eTrav Medical Cancellation Fee of \$450 upon receipt of a letter from a physician stating that due to the medical condition of participant or member of his/her immediate family that it is inadvisable for the participant to travel at the current time.

Fig. 49

← 510

Travel Resources

Preparation is one of the keys to a fun and successful trip! Here are a few helpful resources to assist you as you get ready to travel, including information on applying for a passport, a list of what you'll need to pack.



[Passports](#)



[What to Pack](#)
[Itemized list](#)

Review the [Terms and Conditions](#) | [Student Release](#) | [Adult Release](#)

Passports

It's easy. Passports are required for all eTrav trips. Apply at least ten weeks before departure (sooner if you need a visa, see below). Contact your local post office or county building for the forms. You may also get an application online at the [passport services site](#).

The passport fee is \$40 if you are age 15 and under, and \$60 if you are age 16 and older. No additional documents or visas are required for US citizens traveling to Europe or Costa Rica.

Non-US Citizens

Non-US citizens are responsible for obtaining all documents required to enter the countries to be visited and for re-entry into the USA. Please consult the consular offices of all countries on your itinerary, as well as the US immigration office for complete information.



Fig. 50

← 520

What to Pack

Since you will be carrying your own luggage on your trip, don't pack too much. Plan to wear some of your clothes a few times

Fig. 51
530 →

OurJourney [Contact](#) [Group Leader](#) [Group Resources](#) [Transfer List](#)

Transfer List assigned

To be assigned

Contact:
Address: eTravel.com
 50 Park Plaza Suite 530
 Boston, MA
 02116
Email Address: shart@etravel.com

Biography:
 As a Vice-President of eTravel, Steve Hart is responsible for Journey Director and local host assignments in Europe, as well as training and supervision. He worked as a Journey Director in Europe for a number of years and as Overseas Coordinator in Spain for ACIS, so Steve knows what it takes to make a great Journey Director. At eTravel we recognize that your Journey Director is a very important part of an educational journey. They provide educational content, manage the travel logistics and become a friend along the way. Often our Journey Directors keep in contact with groups after they have returned home. With this philosophy in mind, Steve will assign a Journey Director or local host who best suits your needs and interests. Watch this space for a profile.

Area of Expertise:

Transfer List assigned

Mett Smith Mr. Smith is a math and physics instructor at the Governor's School for Global Economics and Technology. He teaches 11th and 12th grade gifted and talented students from the following four counties in Southside Virginia: Brunswick, Greensville, Mecklenburg, and Nottoway. Mr. Smith is married, and his wife Donna will accompany him on this trip. Mr. Smith graduated from North Carolina State University with degrees in Mathematics and Mathematics Education.

Contact:
Address: Governor's School
 109 Oakhurst Drive
 Albemarle, VA
 22922
Email Address: mettsmith2001@governorsschool.com

Organization: Governor's School
Travel History: As a teenager, Mr. Smith lived in England for four and a half years when his father was stationed there while in the Air Force. His mother is from England, and the majority of her family still lives near London.

Transfer List assigned

Donna Smith Mrs. Smith will join this Journey as an assistant.

Contact:
Address: P.O. Box 326
 19524 Lundy Rd.
 Oneida, VA

Organization:
Travel History: She looks forward to a

Fig. 52

← 540

OurJourney

Home | Itinerary | MyAccount | ContactUs | InsuranceInfo | TravelResources

Courier Group Leader **Group Resources** Traveler List

Welcome mattsmith,

In the Group Resources section, you can download pictures, articles, and other items related to this Journey. You could upload images and articles by sending an e-mail to info@...com.

Group Resources List: (click on the title to view the item)

Title:	Type:	Author:	Filename:	Size (bytes):
What Is and Is Not Included in the Trip Fee	Article		-NA-	-NA-

Fig. 53

← 550

OurJourney

Home | Itinerary | MyAccount | ContactUs | InsuranceInfo | TravelResources

Courier Group Leader Group Resources **Traveler List**

The following people have expressed their interest in joining this trip by registering on this website, and have agreed to the eTrav Terms and Conditions, and the Release Terms. If you haven't registered, you may do so by [clicking here](#). The people on this list may or may not have submitted payment. The actual travelers will be those who submit payment to eTrav.

Journey Registrants:

Name	E-Mail Address	Current Bal.
Registered:		
Jessica Allen	jessallen@hotmail.com	\$1281
Kristy Boyter	kristyboyter@hotmail.com	\$981
Heather Clary	hottelife@earthlink.net	\$891
Andrea Dieris	adrians1@hotmail.com	\$1286
MATTHEW GRIZZARD	gcg@aol.com	\$0
Michael Keetman	m.keetman@hotmail.com	\$1751
Joey Lopresti	jlopresti@hotmail.com	\$1181
Diane Randol	dmr_83@hotmail.com	\$1681
Timothy Robinson	trobinson@ccavtel.com	\$1462
Michael Robinson	Mike_R15@hotmail.com	\$1681
Kimberly Sexton	kimj@bvggs.net	\$0
Donna Smith	Donna.C.Smith@omusa.com	\$1462
Harrison Vaughan	harrison1@yahoo.com	\$1286
Thomas Zimmerman	tzimmr@hotmail.com	\$1286
Watched:		

560 Fig. 54